

MINUTES
VILLAGE OF LAKE PARK COUNCIL MEETING
3801 LAKE PARK ROAD, LAKE PARK, NC
REGULAR SESSION
7 PM

APRIL 14, 2020

ATTENDING: Mayor David Cleveland
Mayor Pro Tem Pam Jack
Council Members: Bruce Barton, James Record, Jeremy Russell and Joe Scaldara
Village Administrator: Cheri Clark
Finance Officer: Cheryl Bennett
Attorney: Ken Swain

PLEASE NOTE: This meeting was conducted in compliance with Governor Roy Cooper's directives regarding group meetings and social distancing as is necessary due to the Covid-19 virus pandemic. The meeting was conducted on a zoom format which, in addition to the regular meeting notice previously posted, was posted on all social media accounts of the Village. The Mayor and one staff member were present in the Council Chambers and the public was allowed entry to attend and view the meeting subject to compliance with the orders from our Governor. All votes on motions were taken by having each council member state their name and then orally state their position on the motion- i.e., for or against.

CALL TO ORDER: Mayor David Cleveland called the April 14, 2020 Regular Session Council meeting to order.

INVOCATION: Bruce Barton gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor David Cleveland led the Pledge of Allegiance.

PUBLIC COMMENT: There were no public comments.

APPROVAL OF MINUTES: Jeremy Russell made the motion to approve the March 10, 2020 Regular Session Council Minutes as presented. Bruce Barton seconded the motion. Vote – Unanimous.

CHANGES TO THE AGENDA: Pam Jack made the motion to adopt the April 14, 2020 Council Meeting Agenda as presented. Jim Record seconded the motion. Vote – Unanimous.

SECURITY REPORT: Deputy Williams shared that there were 5 alarm calls, 63 calls for service, 15 traffic stops, 22 improperly parked cars and 490 self-initiated calls. Deputy Williams shared that the area is experiencing an increase in car break-ins.

FINANCE OFFICER'S REPORT: Cheryl Bennett shared that the Village is nine months through the year.

Cheryl Bennett requested two tax refunds due to overpayment – Ms. Elder in the amount of \$8.54 and Ms. Kistler in the amount of \$59.79. Joe Scaldara made a motion to approve the two tax refunds in the amount of \$68.33. James Record seconded the motion. Vote – Unanimous.

Cheryl Bennett shared that the Property values for the next fiscal year are in from the County, and there is an overall decrease of about .1% in values. The Economic effects from the coronavirus will also affect the budget, not only for the rest of the current year, but likely for the 2020-21 budget as well. It is hard to determine the impact at this early stage, but it is likely that sales tax will be affected the most.

Council decided to hold the Budget Workshop May 21st at 6:30. At the May meeting, Council will call for a Budget Public Hearing prior to the June 9, 2020 Meeting.

	Mar 20	Jul '19 - Mar 20	Budget	% of Budget
General fund				
Income				
Property Taxes				
Ad valorem current year	6,141.10	598,774.82	595,058.00	101%
Utility ad valorem	0.00	6,563.62	7,215.00	91%
Motor vehicle tax	7,462.72	59,087.68	89,209.00	66%
Ad valorem prior years	195.74	7,553.67	2,000.00	378%
Penalties and interest	327.24	3,170.30	1,800.00	176%
Total Property Taxes	14,126.80	675,150.09	695,282.00	97%
Other Taxes				
Stormwater Fees- current year	530.00	62,540.00	62,137.00	101%
Stormwater fees - prior years	0.00	270.88	250.00	108%
Total Other Taxes	530.00	62,810.88	62,387.00	101%
State Shared Revenues				
Alcoholic Beverage Tax	0.00	0.00	16,200.00	0%
Sales and use tax	19,619.31	121,916.15	210,000.00	58%
Telecom. Sales Tax	482.80	788.88	1,700.00	46%
Elec. Sales Tax	21,717.11	49,675.84	102,000.00	49%
Video Prog. Sales Tax	4,524.46	8,744.35	19,000.00	46%
Piped Gas Sales Tax	2,083.32	3,503.91	7,100.00	49%
Solid Waste Disposal Tax	0.00	2,103.64	3,800.00	55%
Total State Shared Revenues	48,427.00	186,732.77	359,800.00	52%
Parks & Recreation Revenue				
Program Fees-Fishing Licenses	274.00	1,159.00	1,500.00	77%
Facility Rentals	360.00	4,299.00	3,000.00	143%

Daily swim fees	0.00	10,718.00	12,000.00	89%
Season pass pool fees	0.00	1,100.00	50,000.00	2%
Total Parks & Recreation Revenue	634.00	17,276.00	66,500.00	26%
Other revenues				
Zoning Permits	150.00	785.00	1,500.00	52%
Approp. Fund Balance	0.00	0.00	30,986.00	0%
Civil Penalties	0.00	225.00	600.00	38%
Investment revenue	559.65	6,573.34	8,000.00	82%
Miscellaneous	25.00	18,032.94	22,360.00	81%
Total Other revenues	734.65	25,616.28	63,446.00	40%
Total Income	64,452.45	967,586.02	1,247,415.00	78%
Expense				
General Government				
Other Expenditures				
Contingency	0.00	0.00	3,000.00	0%
Stormwater Expense				
Advertising	0.00	0.00	100.00	0%
Dues and Permits	0.00	750.00	750.00	100%
Prof. Fees - Engineering	760.00	3,260.00	18,000.00	18%
Repairs & Maint. Services	0.00	10,489.86	43,537.00	24%
Total Stormwater Expense	760.00	14,499.86	62,387.00	23%
Total Other Expenditures	760.00	14,499.86	65,387.00	22%
Planning and Zoning				
Zoning Admin. Services	1,132.66	10,193.94	13,592.00	75%
Code Enforcement Services	0.00	0.00	600.00	0%
Consulting Fees	0.00	206.25	4,000.00	5%
Supplies	0.00	0.00	300.00	0%
Training	0.00	710.00	800.00	89%
Total Planning and Zoning	1,132.66	11,110.19	19,292.00	58%
Gen. Govt. Personal Services				
Adm Assistant	867.75	9,057.76	13,650.00	66%
Clerk/Tax Collector	5,960.34	53,643.06	71,524.00	75%
Council	3,201.50	8,521.01	12,806.00	67%
Finance Officer	1,574.75	14,172.75	18,897.00	75%
Mayor	1,313.25	3,939.75	5,253.00	75%
Payroll Expenses	1,074.82	7,656.47	10,400.00	74%
	13,992.41			
Total Gen. Govt. Personal Services	13,992.41	96,990.80	132,530.00	73%
Professional Fees				
Auditing Services	0.00	4,620.00	4,820.00	96%
Legal Services	0.00	7,416.00	18,000.00	41%
Total Professional Fees	0.00	12,036.00	22,820.00	53%

Supplies and Materials				
Office	107.58	2,931.57	7,100.00	41%
Total Supplies and Materials	107.58	2,931.57	7,100.00	41%
Services				
Communications/Newsletter	174.90	1,764.96	4,900.00	36%
Advertising	0.00	124.38	400.00	31%
Membership and dues	0.00	5,197.00	5,400.00	96%
Bank charges	19.37	494.97	950.00	52%
Elections	0.00	2,992.02	3,110.00	96%
Insurance/bonds	0.00	9,339.21	9,931.00	94%
Miscellaneous oper. exp.	0.00	553.03	500.00	111%
Website/flyers	400.00	1,300.00	1,500.00	87%
Postage	19.35	427.70	800.00	53%
Property Tax	0.00	51.32	400.00	13%
Tax collection	236.81	2,063.11	2,000.00	103%
Telephone	489.30	4,600.44	5,900.00	78%
Training	0.00	43.11	1,000.00	4%
Travel	0.00	687.22	1,200.00	57%
Total Services	1,339.73	29,638.47	37,991.00	78%
Capital Outlay				
Furniture/Office	0.00	0.00	7,000.00	0%
Sidewalk repairs	0.00	0.00	15,000.00	0%
Total Capital Outlay	0.00	0.00	22,000.00	0%
Total General Government	17,332.38	167,206.89	307,120.00	54%
Parks & Recreation				
Parks/Rec. Supplies & Materials				
Flags	0.00	847.48	3,500.00	24%
Janitorial /Cleaning Supplies	51.49	54.23	250.00	22%
Food/Provisions - events	0.00	944.26	3,500.00	27%
Pool Supplies	0.00	0.00	2,100.00	0%
Total Parks/Rec. Supplies & Materials	51.49	1,845.97	9,350.00	20%
Parks/Rec Services				
Pool management fee	0.00	20,307.00	57,550.00	35%
Pool Operations	0.00	289.16	7,100.00	4%
Comm. center maintenance	395.97	6,545.12	12,150.00	54%
Seasonal Decorations	572.72	13,855.21	16,500.00	84%
Events Services	0.00	3,406.00	4,000.00	85%
Water/Sewer	343.56	4,180.14	6,000.00	70%
Natural Gas	90.31	494.50	700.00	71%
Total Parks/Rec Services	1,402.56	49,077.13	104,000.00	47%
Maintenance of Common Areas				

Landscaping	0.00	118,311.64	155,615.00	76%
Park maintenance	1,596.62	23,535.82	60,750.00	39%
Pond maintenance	1,381.50	12,433.50	19,600.00	63%
Electric Maintenance	1,060.00	3,549.17	9,500.00	37%
Repairs of Common Areas	0.00	5,350.54	7,240.00	74%
Total Maintenance of Common Areas	4,038.12	163,180.67	252,705.00	65%
Parks/Rec Capital Outlay				
Reserve for Tennis Court	0.00	0.00	10,000.00	0%
Reserve for Playground	0.00	0.00	5,000.00	0%
Pool Lighting	8,104.34	8,104.34	25,000.00	32%
Benches, Tables etc.	0.00	1,371.60	2,000.00	69%
Total Parks/Rec Capital Outlay	8,104.34	9,475.94	42,000.00	23%
	13,596.51			
Total Parks & Recreation		223,579.71	408,055.00	55%
Public Services/Safety				
Capital Outlay-ADA parking space	0.00	0.00	10,000.00	0%
Electric bills	7,752.56	77,380.41	116,800.00	66%
Street Signs	0.00	1,999.24	7,500.00	27%
	16,556.68			
Waste Collection		132,896.30	199,740.00	67%
Law enforcement	0.00	148,634.46	198,200.00	75%
	24,309.24			
Total Public Services/Safety	4	360,910.41	532,240.00	68%
Total	55,238.13		1,247,415.00	
Expense		751,697.01	00	60%
Net General fund	9,214.32	215,889.01	0.00	100%
Powell Bill				
PB				
Income				
Interest - Powell Funds	0.00	1,936.55	800.00	242%
Powell Bill Revenue	0.00	95,252.41	96,050.00	99%
Total PB Income	0.00	97,188.96	96,850.00	100%
PB Expense				
Street Exp. - Powell Bill	31.50	678.50	96,850.00	1%
Total PB Expense	31.50	678.50	96,850.00	1%
Net Powell Bill	-31.50	96,510.46	0.00	100%
Net Excess of Rev. over Exp.	9,182.82	312,399.47	0.00	100%

PARKS AND RECREATION: Mayor David Cleveland shared that Park and Rec did not meet in March and there is still an open seat on the P&R Commission. Joe McCauley, owner of the Lake Park Caffe has expressed an interest in the position. Joe is not a resident of Lake Park however, there is nothing in the Charter that states only residents can serve on the commission. Mayor David Cleveland hopes to talk to Joe McCauley prior to the virtual April P&R meeting.

The hardwood mulch has been spread throughout the Village.

The fountain in Russell Park has been installed however, the old fountain lights do not work on the new fountain. New lights for the fountain will cost approximately \$1,500.

The new office furniture has been ordered.

Jeremy Russell has talked to Eddie Murphy concerning the scheduling of the Community Center cupola repairs.

The Village is moving forward with Pool Season, however due to the pandemic, there are a lot of unanswered questions at this time.

P&R needs approval for \$1,200 for Kiker Tree Service to remove four dead pines by the Community Center. Jeremy Russell made the motion to approve \$1,200 to remove the dead pines. Pam Jack seconded the motion. Vote – Unanimous.

The three metal doors on the back of the original pool building need to be replaced. Cook & Boardman has provided a quote of \$2,770.41 to replace the doors. James Record made a motion to approve \$2,770.41 to replace the doors. Joe Scaldara seconded the motion. Vote – Unanimous.

Lucas Lawn and Landscaping has provided a quote to renovate the Frost Court, Etheridge, Grace and Emma Court cul-de-sacs - \$1,470. Joe Scaldara made the motion to approve the Frost, Etheridge, Grace and Emma Court cul-de-sac renovations - \$1,470. Bruce Barton seconded the motion. Under discussion, Angie Figiel requested that the Village also look at the Mayhurst cul-de-sac. Pam Jack amended the motion to include the Mayhurst cul-de-sac and increase the expenditure to \$2,000. James Record seconded the motion. Vote – Unanimous. The original motion was then approved as amended. Vote – Unanimous.

The following events have been scheduled to date: May 25th – Memorial Day Ceremony and the new date for National Night Out is October 6th. The Memorial Day Ceremony may need to be posted on Facebook Live. P&R is still considering plans for July 4th.

Mayor David Cleveland shared that Lori Scaldara did a poll on Facebook concerning Food Trucks in Lake Park. Lori Scaldara is requesting that Council close Meeting Street between Creft and Creft every Friday from now until May 15th from 4 to 8 pm. There will be one truck per week with the vendor following all social distancing guidelines. James Record made the motion to close Meeting Street for the Food Truck every Friday from April 17th – May 15th from 4 to 8 pm. Jeremy Russell seconded the motion. Under discussion the Food Truck will need to provide a Certificate of Insurance naming the Village as an Additionally Insured by noon on Thursday of each week. Lori Scaldara will be coordinating the food trucks. Joe Scaldara shared that when the Lake Park restaurants' reopen, the weekly food trucks will stop. Vote – Unanimous.

Mayor David Cleveland shared that the Tennis and Volleyball Courts remain open after seeking direction from Union County Emergency Management and Executive Order 121. To

date, the Village has had no large gatherings at either site and the Deputies are continuing to monitor the locations.

COMMUNICATION COMMISSION: Pam Jack shared that the New Resident Mixer scheduled for Friday, May 22nd remains up in the air due to COVID - 19.

PLANNING BOARD: Planning Board would like to recommend Warren Jennings for the open position on the Planning Board and Board of Adjustments. Pam Jack approved appointing Warren Jennings to the Planning Board and Board of Adjustments. Bruce Barton seconded the motion. Vote – Unanimous.

Planning Board would like to request approval for up to \$1,500 to have Benchmark bring the Unified Development Ordinance (UDO) into 160D compliance. James Record made the motion to approve \$1,500 to bring the UDO into compliance. Joe Scaldara seconded the motion. Vote – Unanimous.

STORMWATER: Cheri Clark requested \$2,000 to repair a stormwater issue on Lake Charles Way. James Record made the motion to approve up to \$2,000 to repair the Lake Charles Way stormwater issue. Pam Jack seconded the motion. Vote – Unanimous.

The Lake Charles shore renovation bid packages should be ready for vendors within the next month.

PUBLIC SERVICES (Street, Waste Collection & Lighting): Bruce Barton shared that the two new handicap parallel parking spaces on Creft Circle by Russell Park have been completed.

James Record shared that waste collection is good. At this time, Waste Pro is continuing to pick up both yard waste and bulk.

Joe Scaldara shared that there is a wiring issue at Russell Park. There appears to be four different systems in the electrical box. Joe Scaldara has spoken with Johnathan Baucom concerning the box and the recent wiring job.

The poles and lights for the pool have been ordered with an expected delivery date of the first week in May.

COMMUNICATION INFORMATION: Pam Jack shared items to be included in the May newsletter: COVID-19 update, HOA, Fishing Permits, Trash, Handicap Parking Spaces, P&R Information and Garden Club.

COUNCIL COMMENTS: Bruce Barton, Joe Scaldara and James Record encouraged everyone to stay safe and pray that everyone stays healthy.

Pam Jack shared that she is looking forward to not having Zoom meetings.

David Cleveland thanked Council and Staff for going above and beyond to keep everyone as safe as possible and to keep the Village going during these uncertain times.

ADJOURN: James Record made the motion to adjourn. Bruce Barton seconded the motion.
Vote – Unanimous.

Respectfully submitted,



Mayor David Cleveland



Village Administrator, Cheri Clark

